

**TennCare Litigation Attorney**  
***State Classification: Attorney 2***

***Status: Executive Service***

**Agency: Division of TennCare**

**Note\*:**

This is an Executive Service Appointment. An Executive Service employee serves at the pleasure of the Appointing Authority. As such, if conditions arise such as work curtailment or unavailability, sub-standard work performance, poor attendance or conduct, termination of employment may occur. Further, individuals hired into this open position(s) will not have a right to appeal, or standards for the application of disciplinary procedures applying to regularly appointed employees that have achieved career status do not apply to executive service appointed employees.

**Job Description:**

The Division of TennCare is seeking a Litigation Attorney in the TennCare Eligibility Appeals Organization within the Division of Member Services. Under the general supervision of a Lead Attorney, a litigation attorney will represent the State at TennCare eligibility appeals proceedings. These proceedings will require Litigation Attorneys to draft pleadings, manage discovery, examine witnesses and argue before TennCare Administrative Judges. To obtain a just outcome, the Litigation Attorneys will work with Resolution Specialists, Litigation Assistants and Legal Assistants, as well as with appellants or appellants' counsel. Consequently, the Litigation Attorney must possess excellent organizational, analytical, collaborative and advocacy skills.

**Qualifications:**

- Bachelor's Degree from an accredited college or university
- Juris Doctor from an accredited college or university
- Active License to practice law in Tennessee
- Ability to foster and maintain cohesive working relationships
- Ability to adapt to changing priorities and deadlines
- Ability to exercise sound judgment
- Strong organizational skills necessary, including the ability to prioritize, multi-task and manage workload to meet specific timeframes and deadlines
- Excellent writing and communication skills required
- Ability to interpret and execute public policy
- Knowledge of and experience with Administrative Procedures a plus
- Previous litigation experience a plus

**Job Location:**

Nashville, Tennessee

**How to Apply:** Qualified candidates should send their resumes along with a cover letter to Kierra Claiborne at [Kierra.Claiborne@tn.gov](mailto:Kierra.Claiborne@tn.gov) before August 8, 2017.

*Pursuant to the State of Tennessee's Workplace Discrimination and Harassment policy, the State is firmly committed to the principle of fair and equal employment opportunities for its citizens and strives to protect the rights and opportunities of all people to seek, obtain, and hold employment without being subjected to illegal discrimination and harassment in the workplace. It is the State's policy to provide an environment free of discrimination and harassment of an individual because of that person's race, color, national origin, age (40 and over), sex, pregnancy, religion, creed, disability, veteran's status or any other category protected by state and/or federal civil rights laws.*